

**AMERICAN RAILWAY ENGINEERING AND MAINTENANCE-OF-WAY ASSOCIATION**  
**SAMPLE STUDENT CHAPTER CALENDAR**

***June—September***

Organize fall program. Arrange for speakers, tours and joint meetings with AREMA and other chapters. Plan fundraising and activities, organize membership drive, and begin publicity preparation. If officers are not on campus, keep them involved through regular correspondence. Advance work is important.

***September***

Applications, revisions to material sent from AREMA headquarters to all student chapters. Finalize committee assignments, membership drive and fall speakers' schedule.

Attend AREMA Annual Conference

***October 1***

Send new membership applications to AREMA headquarters good through the next school year. Remember, renewing AREMA students will be billed directly for the next year's membership dues in September. AREMA currently offers a complimentary first year of student member dues.

***December***

Presentation abstracts for the AREMA conference are due.

***February***

Send membership applications with appropriate dues to AREMA headquarters.

Coordinate and participate in activities to celebrate Annual Engineer's Week.

***March 31***

Cutoff date for activities to be included in the student chapter annual report.

***April 1***

Deadline for submitting annual report to Student Chapter Coordinator at [scc@arema.org](mailto:scc@arema.org)